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TRAV-SR

LOGGED

19 DEC 1985

DCI/ICS-85-4757
12 November 1985

MEMORANDUM FOR: Deputy Director, Intelligence Community Staff

THROUGH: Chief, Administrative Staff
Intelligence Community StaffFROM: [REDACTED]
Chairman, COMIREX

25X1

SUBJECT: Request for Travel for [REDACTED]
[REDACTED]

25X1

REFERENCE: "Advanced Imagery Interpretation Orientation Course,"
Offutt AFB (Session 85-06) -- COMIREX Attendees,
DCI/ICS-85-4641

1. Your approval is requested for travel by [REDACTED]
[REDACTED] of the Requirements Evaluation Branch, Planning and Analysis
Division, and [REDACTED] of Standing Requirements Branch, Operations
Division, to Offutt AFB, NE during the period of 9-13 December 1985. (U)

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2. They will be attending COMIREX sponsored Advanced Imagery
Interpretation Orientation Course. Their attendance was recommended and
approved as stated in Reference A. (U)

3. Departure will be on 8 December with return on 13 December.
Authorization for a rental car is requested due to lack of adequate public
transportation. (U)

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Attachment: A/S

REGRADE AS UNCLASSIFIED WHEN SEPARATED
FROM ENCLOSURES AND UPON PHYSICAL
REMOVAL OF INAPPROPRIATE SCI CAVEATES,
CODEWORDS, AND CONTROL MARKINGS

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SUBJECT: Request for Travel for

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Approved

Deputy Director, Intelligence Community Staff

Date

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SUBJECT: Request for Travel for [REDACTED]

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DISTRIBUTION: DCI/ICS-85-4757

1 - DD/ICS (then to C/ADMIN)

2 - C/CMX [REDACTED]

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3 - [REDACTED]

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4 - [REDACTED]

5 - [REDACTED]

6 - REB Subject

7 - REB Chrono

8 - SRB Chrono

9 - SRB Subject

10 - ICS Registry [REDACTED]

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DCI/ICS/CMX/PAD/REB, [REDACTED]

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CMX-DS-19.02.02/35

DIRECTOR OF CENTRAL INTELLIGENCE
Committee on Imagery Requirements and Exploitation
Washington, DC 20505

DCI/ICS-85-4641
1 November 1985

25X1

MEMORANDUM FOR: COMIREX Members and Consultants

SUBJECT: "Advanced Imagery Interpretation Orientation Course,"
Offutt AFB (Session 85-06) -- COMIREX Attendees

REFERENCE: CMX-DS-19.02.01/2, CY 1985 Course Schedule for the COMIREX
Advanced Imagery Interpretation Orientation Course (AIIOC)

1. This memorandum identifies those individuals who have been selected to attend Session 85-06 (9-13 December 1985) of the "Advanced Imagery Interpretation Orientation Course" (AIIOC) under COMIREX sponsorship. Those selected are listed as Attachment 1; an unclassified information sheet that includes all necessary instructions for attendees is Attachment 3. Please make a copy of these instructions available to each one attending the AIIOC from your organization. (U)

2. A list of "stand-by" alternates is at Attachment 2. This is a prioritized list. If an individual on the selectee list (Attachment 1) cancels, we will automatically select replacements from the stand-by list in the order they appear in Attachment 2. Only in an unusual circumstance will you be able to designate a replacement from your organization if he or she is not next on the stand-by list. Any nominee not selected, but who you believe has a priority need to attend the AIIOC, should be renominated for the next session with a highlight that he or she is a renomination. (U)

3. The AIIOC curriculum includes information at the TK ☐ level. This special access (TK ☐) must be certified to the Defense Sensor Interpretation and Applications Training Program (DSIATP) along with a TOP SECRET clearance and the SI/TK special access authorizations. Students who are not currently indoctrinated for the "TK ☐" access will be briefed on a temporary basis when they reach the school. (U)

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4. On occasion the school has encountered problems in receiving certification of security clearances and special access authorizations for students attending the course. In several instances, students reported to the school without being properly certified to the Air Force. Not only does this result in classroom time being lost for the student, but it also is an unnecessary burden on the school's administrative staff. To avoid such problems, the course manager has requested that the following procedures be followed for certifying security clearance and special access authorizations:

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a. All clearance and access certifications for nominees and alternates are to be sent directly to the Air Force at DSIATP when the nominations are submitted to the COMIREX Staff. Certifications are to be sent by the unit security officer to "SSO SAC" with the instructions, "pass to DSIATP." DSIATP must receive certifications no later than 15 days prior to the first day of class. The certification message must include: name, grade, social security number, organization of assignment, and a statement indicating if a temporary "TK" access will be required. (U)

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b. Because of the adverse impact that late certifications have on school administrative personnel, those students whose clearance/access certifications are not received and confirmed by 29 November 1985 may be deleted from the course attendance roster. (U)

5. If you have any questions concerning the administrative arrangements for this course, please call [redacted] the IC Staff Training Officer. (U)

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Executive Secretary

Attachments: (3)

1. List of Nominees Selected for Attendance
2. Prioritized list of Alternates
3. Information Sheet for Attendees

DISTRIBUTION: 9COML33P 7 (CMX AIIOC)

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Attachment 3

COMIREX Advanced Imagery Interpretation
Orientation Course (AIIOC)STUDENT INFORMATION SHEET

1. Course Duration. The COMIREX Advanced Imagery Interpretation Course (AIIOC)--conducted at the Defense Sensor Interpretation and Applications Training Program (DSIATP), Offutt Air Force Base, Nebraska--is a five-day course. The present session starts at 0800 hours on 09 December 1985, and is scheduled to end by 1100 hours on 13 December 1985.

2. Funding. No tuition is charged for this course; however, travel expenses must be paid for by your organization or component. You should bring a copy of your orders or a fund citation. If you do not bring a copy of your orders or do not know your fund citation you should bring a cash advance of approximately \$180.00 to cover your off-base lodging expenses, if required. Receipts can be provided for use in requesting reimbursement from your organization for lodging and meal expenses. It is advisable that you have a major charge card (e.g., American Express, VISA, Master Charge) available for your convenience.

3. Security Clearance and Special Access Authorization. A TOP SECRET clearance and SI/TK ☐ special access authorizations are required to attend this course. If you are not currently indoctrinated for TK ☐ access, you will be briefed on a "one-time basis" when you reach the school.

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a. All clearance and access authorizations must be certified to the DSIATP (via SSO SAC) with an information copy to Air Force Intelligence Service/INSB (via SSO USAF) 15 Days prior to the first day of class. Certifications should be sent by your unit security officer to "SSO SAC/pass to DSIATP)", and include: name, grade, social security number, organization of assignment, and statement indicating if a temporary "TK ☐ access authorization is required. Your point of contact at DSIATP for clearances is Lt. John Sorrentino (402) 294-4764 or 294-5028.

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b. You should contact Lt. Sorrentino at DSIATP, as early as possible prior to class (but no later than 29 November 1985) to confirm receipt of your security access certifications. If your clearance/access authorizations have not been received/confirmed by 29 November 1985, your name may be deleted from the course attendance roster.

4. Dress. You are free to wear either military or civilian apparel to class. During warmer months, civilians often wear slacks and open-neck sports shirts for males and comparable attire for females. After 1400 hours on certain days, a tie and jacket is required for men (and comparable attire for women) in parts of the Officers Club.

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5. Billeting. Reservations have been made for you beginning on Sunday either at the Visiting Officers' Quarters (VOQ) on Offutt AFB or in quarters off base.

6. Reporting. You should plan to arrive in Omaha the day before classes begin and report to the VOQ Billeting Office, Offutt AFB (see attached map). Upon arrival at the Billeting Office, you will be given a hand-out package containing a welcome letter, bus schedule, and any last minute information. Please make sure that you receive the package..

7. Transportation to and from Offutt AFB. Eppley Airport, outside of Omaha, Nebraska, is the closest commercial airport to Offutt AFB.

a. It is advisable to make airline reservations well in advance of your planned departure, since flights often book early from some cities. Government transportation from Eppley Airport to Offutt AFB will not be available when you arrive. There is a commercial airport taxi that does serve Offutt AFB. (The fare is approximately \$15.00.) There is also an airport limousine service that serves Offutt which may, in some cases, require advanced reservations.

b. Return flight reservations should be made before departure from your home station. Graduation exercises will be completed by 1130 hours on the last day of class. Any flight departing after 1300 hours will give you sufficient time for travel to Eppley Airport. The school will provide outbound ground transportation to Eppley Field following graduation on Friday.

8. Daily Transportation to and from Class. A special bus will pick you up each morning in front of the VOQ at 0715 hours (unless noted differently on the bus schedule) and will return you to the VOQ at the end of the day. Additionally, you will be provided transportation to and from lunch and any school function (for assistance, call extension 4-4375 or 294-4375).

9. Meals. The Officers Club is located next to the VOQ and serves breakfast, lunch, and dinner at convenient hours.

10. Administrative Information. If you have any transportation or lodging difficulties--or encounter any problems entering the Base--you should contact Lt. Adela Castellon, Executive Support Officer for DSIATP. Her duty telephone on weekdays is (402) 294-5028 or 294-4764; non-duty phone is (402) 292-9564. If unable to reach Lt. Castellon, call Sgt. Papay, non-duty phone (402) 342-5610, or Major Billingsley, non-duty phone (402) 734-7752.

11. COMIREX Point of Contact. If you have any questions concerning the COMIREX course or if for some reason you are not able to attend this course, please contact the IC Staff Training Officer, or Mr. , Executive Secretary of COMIREX, in Washington, D.C.

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Attachment:
Map of Base

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